

CITY OF SAN ANTONIO
Planning Department - Neighborhood & Urban Design Division
PO Box 839966, San Antonio, TX 78283-3966
Phone: 207-7873 Fax Number: 207-7897

**COMMUNITY ORGANIZATION
REGISTRATION FORM**

(Please print clearly & enclose requested information)

August 2001

1. Name of Community Organization: _____

2. City Council District(s): _____

3. Contact Name & Address: *(This address will be used for correspondence)*

Telephone:

(*) Fax Number:

Email:

Web Site:

**Try to find a resident or business that will allow your group to use their fax machine.*

4. ***Please submit the following:***

- A map or written description of your organization's boundaries
- A list of your officers
- A signed copy of your adopted by-laws
- A statement regarding your community organization's area of interest
- A list of your community organization's goals *(What you hope to accomplish)*
- A list of all community events or fun activities
- If your organization is a coalition group, a list of your member associations

5. Regular Meeting Location: _____

6. Regular Meeting Date: _____ Time: _____

7. Election of Officers (Month): _____ Frequency: _____

8. Year the Community Organization Was Founded: _____

9. Number of Members: # _____

Please circle your response:

10. Does your community organization have a published newsletter? Yes No
(If yes, please add the Planning Department to your newsletter mailing list)

Please return your completed form and attachments to the above address.